

**The Kentucky Board of Licensure for  
Marriage and Family Therapists**  
**November 19, 2015**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on November 19, 2015.

**Board Members Present:**

Mary Badami, Chair  
Jane Prouty  
Brien Hill  
Mary Ellen Yates  
Karen Westbrook

**Occupations and Professions:**

Amy Parker, Board Administrator

**Office of the Attorney General:**

Nicole Biddle, Board Attorney

**Board Members Absent:**

Marie Ruf  
Carolyn Miller-Cooper

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The November 19, 2015 meeting was called to order by Board Chair, Mary Badami at 12:32 p.m.

The Board reviewed minutes from the October 22, 2015 Board meeting. Mary Ellen Yates motioned to approve the minutes as amended. Jane Prouty seconded the motion and it carried unanimously.

The Board reviewed the FY15 Monthly Financial Reports for July 1, 2015 through October 31, 2015.

**O&P Report**

Amy Parker reminded the board members who have had changes in their contact information to let the Governor's Office know so they can update their database.

Ms. Parker informed the Board that Susan Ellis continues to work on the biennial budget for FY 17 and 18 and will notify the boards of any trouble spots where adjustments need to be made.

Ms. Parker briefly discussed the online license renewals and gave the contact number and email for the One Stop Business Portal support team.

Ms. Parker reminded the Board that out of state travel requests should be submitted in at least 30 days in advance of the travel date. An example of a properly filled out request was made available to board members.

Ms. Parker notified the Board of upcoming office closures including November 11th, November 26th-27th, December 8th, December 24th-25th, December 31st, and January 1st.

### **Attorney Report**

Mary Badami reported that the regulation hearing went well.

### **Old Business**

#### **a. Board Member Reports/Tasks -**

- 1) CEU fee – To be discussed in December
- 2) Board Organization – To be discussed

b. The Board discussed supervisor/supervision requirements and assigned a task group. This will be discussed further at the January meeting.

c. The Board discussed the ethics regulation reflecting AAMFT: no sexual relationship with former client ever. Karen Westbrooks will start on this task to investigate if other changes are necessary.

### **New Business**

The Board reviewed correspondence received from Elizabeth Walker regarding Margaret Searcy. A letter referencing 201 KAR 32:025 Section 2 and Section 4 and 201 KAR 32:035 Section 3 will be sent with nothing further requested.

The Board reviewed a Board Approved Supervisor (BAS) status request from Shawna Anderson. Mary Ellen Yates motioned to approve the request. Brien Hill seconded the motion and it carried unanimously.

The Board reviewed correspondence received from Jamie Porter. A response will be sent referring Ms. Porter to her legal counsel.

The Board reviewed correspondence received from Marc Leibson. A response will be sent that the Board will accept Mr. Leibson's 33 hour supervision course in lieu of the one hour supervision course requirement to maintain board approved supervisor status.

The Board received and reviewed updated MFT exam information.

The Board received correspondence from Katherine Brown requesting approval to sit for the exam. The Board granted Ms. Brown approval to sit for the exam.

The Board received correspondence from Jean Koehler. A response will be sent directing Ms. Koehler to seek advice from her legal counsel.

The Board discussed the associate permit certificate and decided to have the language amended to the original version.

The Board received correspondence from Daniel Langer requesting a retired licensure status. Mary Ellen Yates motioned to approve the request for retired status pursuant to KRS 335.325(6). Brien Hill seconded the motion and it carried unanimously.

The Board reviewed a Board Approved Supervisor (BAS) request from Allison Hock. A response will be sent requesting Ms. Hock to provide proof of completing the 30 hour course.

### **Complaints/Other Legal Matters**

- 2014-005 – Pending Hearing
- 2014-007 – Pending Hearing
- 2015-001 – Pending settlement offer
- 2015-003 – Ongoing

### **Application Review**

Brien Hill motioned to approve all applications, renewals, audits, inactive status requests and Provider Applications as reviewed and approved by the Committees which met today. Karen Westbrooks seconded the motion and it carried unanimously.

Mary Ellen Yates motioned to approve the ratifications of applications, renewals, audits and provider applications reviewed and issued following the last meeting and prior to this meeting. Brien Hill seconded the motion and it carried unanimously.

The Board discussed Zachary Crouch. Karen Westbrooks motioned to withdraw the cease and desist. Brien Hill seconded the motion and it carried unanimously. Karen Westbrooks motioned to refund Mr. Crouch's payments. Brien Hill seconded the motion and it carried unanimously.

### **Associates:**

The following applications for Marriage and Family Therapy Associates were approved: *Felicia Birchwell, Ashley Vaden*

The following applications for Marriage and Family Therapy Associates were deferred: *Danielle Whiteside*

The following applications for Marriage and Family Therapy Associate were approved with provisions: *None*.

The following applications for Marriage and Family Therapy Associate were denied: *None*.

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved: *Elizabeth Beck, Amanda Bommer-Villaveces, Julie Elmore, Shirley Miller*

The following Plans of Supervisions for Marriage and Family Therapy Associates were approved with provisions: *Cheryl Gilbert*

The following Plans of Supervisions for Marriage and Family Therapy Associates were deferred: *None*.

The following Renewals for Marriage and Family Therapy Associates were approved: *Christopher Clark, Elizabeth Johnson, Emily Keal, Melissa Pruett*

The following Renewals for Marriage and Family Therapist Associate were deferred: *None.*

The following Renewals for Marriage and Family Therapist Associate were approved with provisions: *Lete Ansera, Terry Baker*

The following Renewals for Marriage and Family Therapy Associate were denied: *None.*

**LMFT:**

The following applications for Marriage and Family Therapist were approved: *Rebekah Sidebottom*

The following applications for Marriage and Family Therapist were approved with provisions: *Rebekah Burke*

The following applications for Marriage and Family Therapist were deferred: *Steven Houseworth*

The following applications for Marriage and Family Therapist were denied: *None.*

The following applications for Marriage and Family Therapist reinstatements were approved: *McKenzie Smith*

The following applications for Marriage and Family Therapist reinstatements were deferred: *None.*

The following Renewal Audits for Marriage and Family Therapists were approved: *Mary Badami, Erin Blanton, Kathy Miles, Marie Ruf,*

The following Renewal Audits for Marriage and Family Therapists were approved with provisions: *Emma Sterrett*

The following Renewal Audit for Marriage and Family Therapists were deferred: *Sara Collins*

Continuing Education Applications were reviewed. They will be posted on the website as soon as possible at <http://mft.ky.gov> under Resources/Continuing Education.

**Status Report as of 11/19/2015**

- Active Licensee's for Marriage and Family therapist.....	535
- Active Permits for Marriage and Family Therapy Associates.....	153
- Total Active Licensees and Permits.....	688
- Total Inactive Licensees.....	12

The next meeting of the Marriage and Family Therapy Board has been scheduled for December 17, 2015 beginning 12:30 p.m. at 911 Leawood Drive, Frankfort, KY 40601. Committees will meet at 8:30 a.m.

Mary Ellen Yates motioned that travel and per diem be paid to those who attended the regular Board Meeting on November 19, 2015. Karen Westbrooks seconded the motion. The motion passed unanimously.

Karen Westbrooks motioned to adjourn, seconded by Brien Hill. The motion passed unanimously. Ms. Badami adjourned the meeting at 3:03 p.m.

Respectively Submitted:

Amy Parker,  
Board Administrator